

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Logistics

DATE: 14 February 1956

ATTN : [REDACTED] 25X1A9a

FROM : Chief, Supply Division

SUBJECT: Special Indicator for Logistics Technical Support Matters

REF : Your memorandum, subject as above, 9 February 1956

1. As requested in referenced memorandum, following is a listing of types of action and logistical subjects wherein it is considered appropriate to utilize the special indicator designated for the Office of Logistics:

✓ a. Logistics type reports requested by existing regulations and correspondence pertaining thereto. This includes Property Use Reports, Inventory Adjustment Reports, Reports of Survey, Stock Status Reports, etc.

✓ b. Property disposal matters, including transfer or return of property to other Government agencies, destruction, return of material to domestic stocks, overseas sale, etc.

✓ c. Technical matters regarding adequacy of facilities and equipment for the storage and handling of all categories of Agency material.

✓ d. Technical ordnance matters, including the receipt, storage, surveillance, packing and preservation, disposition, etc., of ordnance materiel.

✓ e. Status of requisitions.

✓ f. Questions regarding the availability, cancellation and substitution of items within the supply system.

✓ g. The transmittal of supply documentation, including copies of edited requisitions and shipping documents.

✓ h. Questions pertaining to the Agency Stock Catalog and other cataloging systems.

✓ i. Questions pertaining to the identification of material.

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j. The redistribution of Agency stocks within the supply system.

k. The acquisition and disposal of vehicles.

l. Matters pertaining to Declarations of Trust for quasi-personal vehicles (and, where required, other equipment).

m. Stock inventories and validation of consolidated memorandum receipt listings.

n. Communications with detached stations regarding their supply account.

2. In the opinion of this Division, all the above matters are within the "... purely administrative and technical support matters not directly affecting or relating to clandestine operations ... etc...." as stipulated in paragraph 3d, [REDACTED] 31 January 1956. In this connection, it is recognized that communications regarding some of the matters shown above are not routine in nature, and accordingly, it will be necessary to exercise considerable judgment as to communications requiring prior coordination with other Headquarters components, including the area division concerned, prior to release by the Director of Logistics. Every effort will be made by personnel of this Division to assure that outgoing communications are properly coordinated before signature by the releasing official.

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OL/SD/CS [REDACTED] daf/4230 (14 Feb 56)